

Reorganization and Regular Meeting

January 2, 2018

The Reorganization Meeting began at 7:00 pm with District Justice Kenneth Deatelhauser administering the mandatory Oath of Office to the newly re-elected Mayor John Reynolds and Tax Collector Donald Bergey. District Justice Kenneth Deatelhauser then administered the Oath of Office to newly re-elected and elected Borough Councillors Ned D. Leight, Julie Munden, Matthew Mscichowski, Brian K. Goshow and Edward Huber. (Editorial Note: Councillor Richard Godshall was absent from the meeting and was subsequently administered the Oath of Office on January 8, 2018 by Mayor John Reynolds.)

The mandatory biannual Reorganization Meeting of Souderton Borough Council was called to order on the above date by Mayor John R. Reynolds at 7:10 pm. Members of Borough Council in attendance included: Councillor Ned D. Leight, Councillor D. Jeffrey Gross, Councillor Daniel Yocum, Councillor Brian K. Goshow, Councillor Matthew Mscichowski, Councillor Julie Munden, Councillor Richard Halbom and Councillor Edward Huber. Absent from the meeting was Councillor Richard Godshall.

Mayor John Reynolds reviewed the procedures for nominating and electing officers to the positions of Borough Council President, Vice-President and President Pro-Tem. Mayor Reynolds then opened the floor for nominations for Borough Council President. Councillor Jeffrey Gross nominated Brian Goshow. A vote on the nomination was held and approved by unanimous vote.

Mayor John Reynolds next opened the floor for nominations for Borough Council Vice-President. Councillor Daniel Yocum nominated Jeffrey Gross. A vote on the nomination was held and approved by unanimous vote.

Mayor John Reynolds opened the floor for nominations for the position of President Pro-Tem. Councillor Jeffrey Gross nominated Ned Leight. A vote on the nomination was held and approved by unanimous vote.

There being no further business, Mayor John Reynolds adjourned the Reorganization Meeting of Borough Council at 7:14 pm.

The Regular Meeting of Souderton Borough Council was then called to order by newly re-elected President Brian K. Goshow at 7:15 p.m. Members of Borough Council present at the regular meeting included the following:

President Brian K. Goshow	Councillor Edward Huber
Vice-President Jeffrey Gross	Mayor John R. Reynolds
Councillor Ned D. Leight	Junior Councillor Michael Jones
Councillor Daniel Yocum	Solicitor Robert G. Bricker
Councillor Matthew Mscichowski	Borough Manager P. Michael Coll
Councillor Julie Munden	Public Works Director Steven R. Coll
Councillor Richard Halbom	Police Chief James P. Leary

Absent from the meeting was Councillor Richard Godshall.

The Invocation was given by Borough Manager P. Michael Coll, followed by the Pledge of Allegiance to the Flag.

Consideration was given to the minutes of the December 4, 2017, Regular Borough Council Meeting. There were no Borough Council work sessions during the month of December. A motion was made by Councillor Richard Halbom, and seconded by Councillor Matthew Mscichowski, to approve the minutes of December 4, 2017 Borough Council Meeting as presented. The motion was approved.

Mayor John Reynolds expressed appreciation to the Public Works Director and the Public Works Crew for their efforts in handling the number of snow events over the past few weeks.

Mayor John Reynolds welcomed newly elected Councillors Edward Huber, Matthew Mscichowski and Julie Munden to Borough Council. President Brian Goshow noted that he will be considering Committee assignments and will be in contact with the individual Council members shortly.

Police Chief James P. Leary noted that his monthly report to Borough Council will be submitted and discussed at the January work session.

The Borough Solicitor’s report for the month of December was distributed to Borough Council. The Solicitor completed the required documentation for the 2018 tax anticipation loan through Univest Bank and Trust Company. They held settlement on the Souderton Industrial Development financing of the Rex Heat Treat project.

Public Works Director Steven Coll noted that his monthly report has been distributed to Borough Council. Crews addressed a series of storms over the past few weeks, with approximately 10” of total snowfall from the combined events. Crews spread over 100 tons of salt during the snow events. The snow storms halted remaining leaf collection efforts. Christmas tree pickup will continue throughout the month of January.

Borough Manager Michael Coll noted that the regular meeting schedule of Borough Council will resume in January. The Souderton Planning Commission will not hold a January meeting, but they will be meeting on February 7, 2018 for the election of officers and they will resume work on the conceptual planning for the balance of the former high school site.

The Borough Manager reviewed the agenda for the meeting, which will begin with a series of staff and consultant appointments. The revised Zoning Ordinance amendment concerning townhomes in the MUR Zoning District has been advertised for consideration at this meeting. As discussed with the Souderton Planning Commission in December, the Zoning Ordinance amendments are limited in scope to only the townhouse units to be constructed within the Berkeley Court Phase 2A development plans. The revised Ordinance was further reviewed and endorsed by the Montgomery County Planning Commission. Following adoption of the Zoning Ordinance amendment, a motion has been prepared to formally approve the revised Berkeley Court Phase 2A development plan. A Resolution has been prepared, following provisions of the Police Contract agreement to waive member contributions to the Police Pension Plan for the 2018 calendar year. A Resolution has been prepared to reduce member contributions to the Non-Uniformed Pension Plan for the 2018 calendar year. The waived and reduced member contribution have been accounted for in the preparation of the 2018 MMO Work Sheets for each of the plans and is accounted for in the 2018 Budget.

Councillor Daniel Yocum complemented Public Works Director Steven Coll for his efforts in responding to a sewer lateral backup on Christmas Eve for a residential property at 69 Diamond Street.

Consideration was given to paying the bills for the month of December, 2017

GENERAL FUND

21 st Century Media	\$894.21	North Penn Goodwill Service	\$4,250.00
Association of Mayors	70.00	Northwestern University	4,100.00
C & S Lawn & Landscape	1,000.00	PPL Electric Utilities	1,418.32
Carquest	651.74	Richter Drafting Office Supply	143.55
Clemens Uniform Rental	169.59	RR Donelley	36.50
Code Inspections, Inc.	378.00	Shelly Enterprises-USLBM, LLC	16.48
Copes Garage, Inc.	3,440.80	Souderton Ambulance Assoc.	4,500.00
D. L. Beardsley, Ltd.	171.30	Suburban Propane	420.18

Eagles Peak Spring Water, Inc.	\$21.35	Sudz In a Bucket	\$66.00
Freedom Systems Corporation	1,735.00	Telford Press Printers	166.00
Fromm Electric Supply Corp.	300.72	Thomas A. Lawson	95.47
George Allen Portable Toilets	523.00	TRM Emergency Vehicle Spec.	464.50
Hall & Associates	63.70	Trout Brothers, Inc.	2,488.38
Home Depot	123.63	Univest Insurance, Inc.	831.00
Indian Creek Foundation	441.00	Univest VISA	173.95
Keystone Health Plan East	35,384.53	Univest VISA	320.38
Metlife	4,121.91	Verizon	69.84
Moyer Indoor/Outdoor	2,300.96	Verizon Wireless	224.20
NAPA Auto Parts	60.01	William Albany	500.00
Nationwide Trust Company	1,839.58	Wise Electric	154.00
North Penn Water Authority	28.24	Altek Business Systems, Inc.	174.87
NYCO Corporation	63.23	Boucher & James, Inc.	7,710.01
PA State Association of Boroughs	1,111.00	Bow Wow Waste Products	203.97
PECO Energy	149.33	C & S Lawn & Landscape	500.00
Penn-Holo Sales & Service	35.00	Carquest	3.90
PPL Electric Utilities	273.76	Clemens Uniform Rental	56.53
Richter Drafting & Office Supply	171.16	Copes Garage, Inc.	1,961.27
Shelly Enterprises-USLBM, LLC	120.40	Davidheisers, Inc.	275.50
Souderton-Telford Main Streets	5,937.50	First Lab-FirstSource Solutions	83.43
Suburban Propane	314.42	Fredericks Flowers	175.00
TRM-Telford Recycling Materials	140.00	Fromm Electric Supply Corp.	14.16
Univest VISA	674.18	George Allen Portable Toilets	300.00
Verizon Wireless	120.03	Gouldey Welding & Fabrication	23.00
Wise Electric	333.00	H & K Materials	687.02
Boucher & James, Inc.	8,231.28	Hajoca Corporation	536.45
21 st Century Media	599.03	Hall & Associates	1,096.49
Carquest	546.30	Indian Creek Foundation	441.00
Clemens Uniform Rental	183.34	Indian Valley Country Club	1,933.24
Copes garage, Inc.	839.84	Lawson Products	472.55
Country-Fair Cleaners	409.75	Markey Paper & Packaging	219.95
D. L. Beardsley, Ltd.	34.50	Metlife	1,691.81
David Freed	155.20	Morton Salt	9,311.23
Davidheisers, Inc.	90.00	Moyer Indoor/Outdoor	3,088.08
Delta Dental	1,307.10	NAPA Auto Parts	41.52
DS Automotive	253.50	Nationwide Trust Company	895.34
Freedom Systems Corp	8,396.95	North Penn Water Authority	26.37
Generations of Indian Valley	6,000.00	Nyco Corporation	29.44
GME Landscape Management	275.00	Old Dominion Brush	260.70
Home Depot	1,614.64	PECO Energy	35.36
Joseph J. Rudner, Jr.	364.97	Pendergast Safety Equipment	124.72
Joseph L. Zeigler	470.48	PA One Call System	75.44
Lansdale Police Department	150.00	Petty Cash Fund	55.68
Meals on Wheels Indian Valley	6,000.00	Suburban Propane	640.48
Metlife	1,722.07	Univest VISA	103.16
Metro Technology Services, Inc.	2,396.00	Univest VISA	294.00
Nationwide Trust Company	1,028.32		
NetCarrier Telecom, Inc.	347.50	Total General Fund	\$158,558.47

SEWER FUND

ATC Group Services, LLC	\$3,868.39	Fisher Scientific	\$1,665.09
BDI	135.15	Fromm Electric Supply Corp.	274.00
CHL Systems	976.54	H2O Solutions, Inc.	147.00
Clemens Uniform Rental	122.85	Jesse Baro, Inc.	2,336.83
CP Rankin, Inc.	6,469.90	LRM Inc.	820.00
Essex Service Corporation	1,214.68	Metlife	46.14
EVOQUA Water Technologies	4,189.12	NetCarrier Telecom, Inc.	152.37
Exeter Supply Co., Inc.	2,152.20	Nyco Corporation	10.00
Good Plumbing Heating A/C, Inc.	191.25	P. K. Moyer & Sons, Inc.	12,435.00
H & K Materials	1,007.44	PPL Electric Utilities	27.99
Hach Company	727.58	Reuter & Hanney, Inc.	1,025.00
Hajoca Corporation	153.89	Richter Drafting Office Supply	48.97
J. P. Mascaro & Sons	480.00	Univar USA, Inc.	5,864.00
Jesse Baro, Inc.	2,414.47	Verizon	70.63
Keystone Health Plan East	7,563.95	West Generator Services	759.58
Maryland Biochemical Co., Inc.	1,549.52	Wise Electric	307.50
Metlife	92.28	CHL Systems	673.43
Moyer Indoor/Outdoor	178.80	Clemens Uniform Rental	40.95
North Penn Water Authority	85.73	D & M Machine, Inc.	1,642.00

PPL Electric Utilities	\$14,614.70	EVOQUA Water Technologies	\$2,020.53
Schaners Wastewater Products	2,473.99	J. P. Mascaro & Sons	600.00
Shelly Enterprises-USLBM, LLC	29.02	Lawson Products, Inc.	243.18
Suburban Water Testing Labs	2,198.71	Metlife	46.14
Univar USA, Inc.	2,673.00	Moyer Indoor/Outdoor	177.14
USA Blue Book	1,596.54	National Filter Media	717.16
ALL Industrial Safety Products	48.32	North Penn Water Authority	81.91
Altek Business Systems, Inc.	62.25	PA DEP	125.00
Analytical Laboratories, Inc.	15.00	Richard D. Nelson	119.96
Bergey's Electric, Inc.	380.07	TRM-Telford Recycling Materials	70.00
Cintas First Aid & Safety	120.94	Univar USA, Inc.	4,496.50
Clemens Uniform Rental	163.80	Univest VISA	245.00
Delta Dental	321.47	USA Blue Book	1,596.54
Electro Chemical Engineering	1,850.00	Total Sewer Fund	\$99,007.09

POOL FUND

North Penn Water Authority	\$1,132.41	NetCarrier Telecom, Inc.	\$133.73
PECO Energy	58.99	PA DEP	50.00
PPL Electric Utilities	293.94	Airgas National Carbonation	62.75
Commonwealth of PA	35.00	North Penn Water Authority	740.86
American Red Cross	62.00		
Comcast Cable	74.42	Total Pool Fund	\$2,644.10

CAPITAL RESERVE FUND

Blooming Glen Quarry	\$300.00	Blooming Glen Quarry	\$70.00
Hajoca Corporation	835.38	Boucher & James, Inc.	3,914.90
Todd Moyer Painting	607.25	Ply-Mar Construction Co., Inc.	96,389.10
Boucher & James, Inc.	4,220.65		
Ply-Mar Construction Co., Inc.	89,878.50	Total Capital Reserve Fund	\$196,215.78

LIQUID FUELS FUND

PPL Electric Utilities	\$1,790.92	Signal Control Products, Inc.	\$42.00
Armour & Sons Electric, Inc.	157.50	Pendergast Safety Equipment Co	370.05
PPL Electric Utilities	6,086.42	Total Liquid Fuels Fund	\$8,446.89

A motion was made by Councillor Ned Leight, and seconded by Councillor Jeffrey Gross, to pay the bills for the month of December, 2017, as presented. The motion was approved.

President Brian K. Goshaw opened the floor to the audience for public comment. Daniel Houser, 436 Central Avenue, Souderton, expressed appreciation to the members of the Perseverance Volunteer Fire Company for their annual Christmas Eve Santa run. He also attended a tour of the newly renovated Souderton Firehouse and the Emergency Operations center that was designed as part of the renovation project. Daniel Houser expressed appreciation to the Borough Manager for his efforts with the funding and implementation of the County Line Road sidewalk project. Daniel Houser further noted that Concert Sundaes is working to finalize the summer series and they requested confirmation from Borough Council on a date for the fireworks display.

There being no public comment from the audience, President Goshaw moved to the scheduled items of business.

A motion was made by Councillor Jeffrey Gross, and seconded by Councillor Ned Leight, to appoint P. Michael Coll, 458 Wile Avenue, Souderton, PA to serve as Borough Secretary and Borough Treasurer. The motion was approved.

A motion was made by Councillor Richard Halbom, and seconded by Councillor Edward Huber, to appoint Robert G. Bricker of Landis, Hunsberger, Gingrich and Weik, LLP, 114 E. Broad Street, Souderton, PA to serve as Borough Solicitor. The motion was approved.

A motion was made by Councillor Ned Leight, and seconded by Councillor Jeffrey Gross, to appoint Boucher and James, Incorporated to serve as the Borough

Engineer. The motion was approved.

A motion was made by Councillor Richard Halbom, and seconded by Councillor Julie Munden, to approve the engagement letter, dated November 4, 2017, of Styer Associates, 20 S. School Lane, Souderton, PA to audit and prepare financial statements for the Borough of Souderton for the year ending December 31, 2017. The motion was approved.

A motion was made by Councillor Daniel Yocum, and seconded by Councillor Jeffrey Gross, to appoint Eugene Moyer, 262 W. Chestnut Street, Souderton, PA to serve another three year term on the Zoning Hearing Board through December 31, 2020. The motion was approved.

Borough Council discussed the appointment of a Vacancy Board Chairman for the 2018 calendar year. The matter was tabled until the February Borough Council meeting.

A motion was made by Councillor Edward Huber, and seconded by Councillor Jeffrey Gross, to enact Ordinance No. 18-736-01 amending the Mixed-Use Redevelopment Zoning District regulations for single family attached townhouse dwellings. The motion was approved.

A motion was made by Councillor Edward Huber, and seconded by Councillor Matthew Mscichowski, to approve the revised Berkeley Court Phase 2A land development plan and lot line adjustment plan, as last revised November 29, 2017, subject to the satisfaction of comments from the Borough Engineer dated December 19, 2017. The motion was approved.

A motion was made by Councillor Richard Halbom, and seconded by Councillor Matthew Mscichowski, to adopt Resolution 2018-01 waiving member contributions to the Souderton Police Pension Plan for the 2018 calendar year only. The motion was approved.

A motion was made by Councillor Ned Leight, and seconded by Councillor Jeffrey Gross, to adopt Resolution 2018-02 reducing member contributions to the Souderton Borough Non-Uniformed Employee Pension Plan from 5% to 3% for the 2018 calendar year only. The motion was approved.

There being no further business, the meeting was adjourned at 7:38 pm.

Respectfully submitted,

P. Michael Coll, Secretary

WORK SESSION MINUTES AND COMMITTEE REPORTS

Public Works Work Session – January 8, 2018 (7:00pm-9:10pm)

Council Attendees: John Reynolds, Brian Goshow, Jeffrey Gross, Richard Godshall, Daniel Yocum, Matt Mscichowski, Julie Munden, Richard Halbom and Edward Huber.

Staff Attendees: Public Works Director Steven Coll, Police Chief James P. Leary and Borough Manager Michael Coll.

Presentation- The work session began with a presentation by realtor Ryan Godshall and Bill Vitiello concerning interest in leasing the Freight Building for use as a cigar lounge. The tenant will complete the interior of the building, with a walk in

humidor for the storage and sale of cigars and a lounge will be available to members. There is licensing requirements for such a facility. There will be HVAC systems in place to address smoke concerns. Concern was expressed by Councillor Jeff Gross over smoke damage to the building and ways to insure remediation upon the expiration of the lease. Another concern was expressed by Councillor Julie Munden that this may not be the best use for the property. The use is specific to certain clientele and is exclusionary to the surrounding neighborhood. The use may conflict with the Charter School and generally presents a wrong message to the community. After much conversation, the general consensus was to continue to move towards a letter of intent for formal consideration by Borough Council.

Realtor Ryan Godshall also noted that he recently showed the small Wait Building to an interested party as an ice cream parlor. The main concern with this building is its proximity to the active freight rail line and the lack of a railing or fence to provide protection to patrons on the platform. Should the party move forward, they are interested in conducting the ice cream parlor as a year round business.

(Editorial Note: Subsequent to this meeting, it was learned that both parties elected to withdraw interest in leasing the properties.)

1. Sanitation Committee

- a. The Discharge Monitoring Report for the month of December, 2017 will be filed with no exception to permit limitations. The treatment plant is operating well through this very cold weather pattern.
- b. Based on a recommendation from Steven Coll, the 2018 Budget included funding for the purchase of a camera and pipe locator to aid in the maintenance of sewer laterals. Over the years the Borough either rented equipment or borrowed equipment from Telford Borough. The equipment will be very useful in addressing sewer lateral concerns, isolating whether the problem is the responsibility of the Borough or property owner. This equipment will save on unnecessary excavation and provide better overall service to the property owners. The Borough will continue to contract larger pipe runs. The quotation is still current and a request was made to proceed with the purchase of the equipment. Borough Council members agreed to finalize the purchase within the approved budget allocation.

2. Highway Committee

- a. Public Works Director Steven Coll noted that poor weather conditions continue to halt the final collection of leaves and brush. Crews were out for five snow events with a total of 14 inches of snow over the five storms. All snow events required salting and plowing. A total of 250 tons of salt has been ordered to date.
- b. While pushing salt into the bin at the Second Street building, a section of the rear block wall pushed out. Given future plans to construct a salt bin on the Cherry lane property, it was decided to construct a stackable block wall to make the necessary temporary repairs to the existing structure. Borough Council members discussed the future need to move forward with the construction of the new salt bin on the Cherry Lane site.

3. Sidewalk Committee

- a. Borough Manager Michael Coll reported that Ply-Mar Construction has completed the construction of curb and sidewalk along County Line Road. The project was complicated by PennDOT permitting issues concerning the construction of the driveway aprons. Concern was raised over the transition to the residential parking areas created by the PennDOT permit requirements.

Further review will be given to improvements, but undoubtedly it will require significant paving into the residential properties.

- b. Depending on weather conditions, Ply-Mar will begin construction on the Montgomery Avenue curb and sidewalk project this month.
- c. Borough Manager Michael Coll noted that the next round of Community Development Block Grants will be in the spring. He suggested filing an application for another curb and sidewalk project for Hillside Avenue.

4. Recreation Committee

- a. Indian Valley Orthodontics approached Pool Manager Laura Aquilante about an Opening Day sponsorship. Borough Council suggested that a sponsorship fee should be established with an event. Concern was expressed over conflicting sponsorships with those who made significant capital contributions to the original pool reconstruction project. Borough Council suggested that more consideration and discussion be held on this potential.
- b. Borough Manager Michael Coll distributed a copy of a proposal from Philadelphia Toboggan Coasters in Hatfield Township regarding the refurbishment of the water features for the swimming pool. The quote will refurbish and paint all of the water features. Borough Council expressed agreement with the recommendation to move forward with this repair.
- c. Funds were included in the 2018 Budget to purchase a new drop slide for the pool. A quote was received from Lyons Recreation, under a COSTARS contract, to purchase and install an identical new drop slide at a cost of \$24,595.00. Borough Council agreed to move forward with the purchase order to have the new slide installed prior to opening day.
- d. Councillor Richard Godshall discussed an idea to try to push for community sponsorships of benches and playground equipment at the Community Park. Borough Council discussed a series of much needed improvements to the Community Park and included some funding in the 2018 Budget for the improvements. Community sponsorships will help stretch these funds.
- e. Borough Council discussed the proposal of the Souderton Baseball League to take over the maintenance of the Summit Street ballfield. They suggested improvements to the infield, backstop fencing and bench areas. They will install or utilize a storage shed to store a lawn tractor to regularly drag the infield. They requested assistance from the Borough in providing the infield mix and performance of regular mowing. In return they asked for exclusive use of the field during the summer season. President Brian Goshow will have further conversation with SABL President Brian Pifer and will also talk with Dan Houser about the request of Concert Sundaes to install a storage shed closer to the Pavilion or Boy scout Cabin.

5. Property Committee

- a. The Borough Manager distributed a letter from the Montgomery Theater asking for assistance with anticipated building maintenance and repairs and in turn is asking for another extension of the lease purchase agreement. Representatives from Montgomery Theater requested time to discuss this proposal at the February 12th Public Works Work Session.
- b. The liquor license has been approved for Boardroom Spirits. Steve Toy has been working with the future tenants on fit out requirements for the kitchen and dining areas. Several meetings have been held and we are now proceeding into construction. Steve Toy has made arrangements with Rodney Shoemaker Plumbing, Trout Brothers Concrete and Wise Electric to complete the kitchen area. Borough forces will assist with demolition. We are still reviewing quotes for general construction work. We are hoping to be ready for the restaurant to open in the spring.

- c. Borough Council discussed preparations to begin the process to sell the Broad Theater property. The Borough Solicitor is working with legal counsel for the Sowhangars' to complete the purchase of 30 W. Broad Street. They are working through the payoff numbers to satisfy the lien obligations against this property. We are pushing for a March 1st settlement.
- d. The Borough Manager noted that funding has been earmarked in the 2018 Budget to replace the roof on the Souderton Municipal Building. Several leaks have developed and they will only get worse as the warmer weather approaches. Borough Council formally authorized the advertisement of bids to replace the roof at their May, 2017 Borough Council meeting. The Borough Manager will contact the architect to express our priority in moving this project forward.

Administrative Work Session- January 15, 2018 (7:00pm-9:30pm)

Council Attendees: John Reynolds, Brian Goshow, Ned Leight, Jeffrey Gross, Richard Godshall, Daniel Yocum, Matt Mscichowski, Julie Munden, Richard Halbom and Edward Huber.

Staff Attendees: Police Chief James Leary and Borough Manager P. Michael Coll.

Presentation- The work session began with a presentation from Harry Boardman representing the District Advisory Council of the Souderton Business Improvement District. Other representatives of the District Advisory Council also attended the work session. Harry Boardman discussed a proposal to have the Business Improvement District replace the message sign at the Main Street parking lot. The current digital sign is functioning, but does not have the technology to be a really good message center. The Business Improvement District is offering to install a new display sign. They ask that the Borough take care of the operational and maintenance expenses and twenty percent of the display time will be devoted to community events. The other eighty percent of time will be devoted to Souderton Main Streets and the business community for their advertising. The current digital sign and the proposed new electronic sign do not comply with the Borough's Sign Ordinance regulations. Borough Council noted that there may be certain PennDOT standards and regulations that will apply given that the sign fronts on State Route 113. Borough Council expressed concern with the sign conflicting with the intent of the Zoning Ordinance. Borough Council also expressed concern that the sign may create a nuisance to the surrounding residential properties given the potential for bright and possibly flashing displays. There should be some limit on displays late in the evening. Borough Council felt that the best approach will be to have the matter brought before the Souderton Zoning Hearing Board for an interpretation and variance. Borough Council suggested that the sign manufacturer review the Zoning Ordinance to specifically determine the level of relief necessary for such a sign.

Harry Boardman also noted that the Borough should have a designated representative to the Business Improvement District Advisory Council. Borough Council will consider an appointment at their next work sessions.

1. Police Committee

- a. Police Chief Leary made arrangements to have a Chevrolet Tahoe demo police vehicle on display in the municipal parking lot. Fred Beans dealership is the holder of the state COSTARS contract for police vehicles and they have a few 2017 left over vehicles on their lot. The 2018 Budget carried over funding to purchase a like vehicle. The purchase price is just shy of \$46,000 for the basic vehicle as displayed. There will be additional costs to complete the outfitting of the vehicle with specific warning lights, radios and data terminal. The vehicle to be purchased will be equipped with four wheel drive. Borough Council authorized the Police Chief to move forward with the vehicle purchase within the 2018 Budget allocation. The Jeep police vehicle will be sold and removed from the Borough fleet.

- b. Police Chief Leary addressed the comments concerning traffic speeds along Main Street. The department has been vigilant in using the speed trailer on Main Street to calm traffic. Data from the speed trailer shows that 70% of the vehicles travelling Main Street are within 25 to 35 mph. There are limited anomalies of vehicles travelling in excess of 50 mph. The Police Chief plans to continue the use of the speed trailer on Main Street and will regularly detail police officers at Hillside and Main Street and at Walnut Street and Main Street. Borough Council further suggested that speed limit signs with a flashing caution light and a Targeted Speed Enforcement sign may also be beneficial to control speed.
- c. Police Chief Leary reported that the traffic patterns on S. School Lane for EMC Elementary school appear to be working very well with no reason to consider any change to the posted traffic patterns.
- d. Police Chief Leary discussed a proposal to create an annual community event leading up to the fireworks in conjunction with Concert Sundaes. For this year he suggested that Friday, June 15 will feature the Third Friday's event. Saturday, June 16 can feature events at the Swimming Pool and Community Park. Such events can be Block parties and a Car Show. Sunday, June 17 can feature a Sunrise Church Service in the Community Park followed by a picnic and culminating with Concert Sundaes and the Fireworks Display. Chief Leary volunteered to assist with the event and asked Borough Council for their support and request for volunteer assistance.
- e. Police Chief Leary reviewed a rather comprehensive listing of community policing efforts and police incidents that occurred during the month of December, 2017.

2. Administrative Committee

- a. Borough Manager Michael Coll reported on a few appointments to be considered by Borough Council. Borough Council should consider appointing a Vacancy Board Chairman for the 2018 calendar year. A suggestion was made to consider either Nate Miller or Daniel Houser for the position.
- b. Donald Arrowsmith has served as the Souderton Borough representative to the Indian Valley Public Library. His term expired on December 31, 2017 and he expressed a desire to serve another three year term. Borough Council expressed general agreement with the recommendation.
- c. Councillor Richard Halbom questioned the schedule for the Earth Day Clean Up. Borough Council discussed plans to schedule another Community Cleanup Day in the Community Park and surrounding properties for April 21.
- d. Borough Council discussed the electronics recycling event that is in the planning stages for Souderton Borough, which was decided to be held in the spring of 2018. Staff will begin work to finalize this event with J. P. Mascaro and Son.

3. Development Committee

- a. Borough Manager Michael Coll discussed the status of the redevelopment planning for the former high school site. Developer Clayton heckler is developing a revised concept plan based on the past few months of comments from Borough Council and the Planning Commission. Clay Heckler will circulate the concept plan to the Souderton Planning Commission for their comments at their February 7th meeting. Clay Heckler further requested a joint meeting of Borough Council and the Souderton Planning Commission at the February 19th Administrative Work Session in an effort to try to finalize the concept plan and move forward with hard engineering. A finalized concept plan will also become the basis for consideration of any remaining Zoning ordinance amendments to the MUR district.

4. Finance Committee

- a. Borough Manager Michael Coll reviewed the Budget Comparison reports for the year ending December 31, 2017. All funds appear to have performed well through the 2017 budget year. All bank accounts have been reconciled and the ledger reports have been sent over to Styer Associates to begin the audit and preparation of the financial statements.